

**Enrolled Minutes of the Eighty-sixth Regular or Special Meeting
For the Twenty-Eighth Highland Town Council
Regular Plenary Meeting
Monday, April 08, 2019**

Study Session. The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, April 08, 2019 6:45 O'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar, and Steve Wagner were present. Councilor Konnie Kuiper was absent. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

General Substance of Matters Discussed.

1. The Town Council reviewed and discussed the agenda of the imminent regular meeting.
2. The Town Council discussed informally the ways and means for ordering both police cars and three replacement vehicles for the Building and Inspection Department.

The study session ended at 7:00 O'clock p.m.

Regular meeting. The Twenty Eighth Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, April 08, 2019 at 7:04 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Town Council President, Steve Wagner presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with the Town Council President reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, and Steve Wagner. Councilor Konnie Kuiper was absent. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Esq., Town Attorney; John M. Bach, Public Works Director; Peter Hojnicki, Metropolitan Police Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; Kathy DeGuilio-Fox, Redevelopment Director; William R. Timmer, Jr., CFOD, Fire Chief; and Kenneth J. Mika, Building were present.

Also present: Larry Kondrat of the Board of Waterworks Directors; and Ed Dabrowski IT Director (Contract) were also present.

Guests: Robin Carlascio of the Idea Factory was also present.

Minutes of the Previous Meetings: The minutes of the regular meeting of 25 March 2019 were approved by general consent.

Special Orders:

1. **Executive Proclamation:** A Proclamation Recognizing Friday, April 26, 2019 as Arbor Day in Highland. The Town Clerk-Treasurer read aloud the proclamation, which was adopted and executed by the Town Council President.

A PROCLAMATION RECOGNIZING FRIDAY, APRIL 26, 2019 AS ARBOR DAY IN HIGHLAND

- Whereas,** In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and
- Whereas,** Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air and storm water, produce life-giving oxygen, and provide habitat for wildlife;
- Whereas,** Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products;
- Whereas,** Trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community;
- Whereas,** Trees, wherever they are planted, are a source of joy and spiritual renewal,

Now, Therefore, I, Steven Wagner by virtue of the authority vested in me as President of the Town Council of the Town of Highland, Lake County, Indiana, now hereby proclaim and designate **Friday, April 26, 2019**, as  **ARBOR DAY** in the Town of Highland;

Further, I commend the students, staff and administration of Warren Elementary School for hosting Highland's 2019 Arbor Day Event, for planting trees and promoting the community well-being of this and future generations;

Be it Further Proclaimed, That , I urge all Highland residents to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

In Witness Whereof, I have hereunto set my hand and caused the Corporate Seal to be affixed at the Highland Municipal Building this 8th day of April in the year 2019.

**TOWN of HIGHLAND, INDIANA
 BY ITS TOWN COUNCIL PRESIDENT**

/s/ Steven Wagner

Attest:

/s/ Michael W. Griffin, Clerk-Treasurer

(Print optimized at 76%)

Staff Reports: The following staff reports were received and filed.

• **Building & Inspection Report for March 2019**

Permit Type	Number	Residential	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	7	0	7	\$1,550,916.00	\$22,830.00
Signs:	5	0	5	\$27,504.00	\$1,704.00
Single Family:	1	1	0	\$297,711.00	\$3,985.50
Duplex/Condo:	0	0	0	\$0.00	\$0.00
Residential Additions:	1	1	0	\$41,164.00	\$907.50
Residential Remodeling:	50	50	0	\$415,437.00	\$8,869.00
Garages:	0	0	0	\$0.00	\$0.00
Sheds:	0	0	0	\$0.00	\$0.00
Decks & Porches:	3	3	0	\$11,019.00	\$615.50
Fences:	3	3	0	\$12,648.00	\$441.50
Swimming Pools:	0	0	0	\$0.00	\$0.00
DrainTile/ Waterproofing:	7	7	0	\$56,123.00	\$1,398.00
Miscellaneous	8	8	0	\$7,900.00	\$1,002.50

TOTAL:	22	12	10	\$2,420,422.00	\$41,753.50
Electrical Permits	22	12	10		\$2,389.00
Mechanical Permits	11	7	4		\$1,203.00
Plumbing Permits	6	2	4		\$948.00
Water Meters	3	3	0		\$810.00
Water Taps	0	0	0		\$0.00
Sewer/Storm Taps	0	0	0		\$0.00
TOTAL Plumbing:	9	5	4		\$1,758.00

March Code Enforcement:

Investigations: 76
Citations: 05
Warnings: 00

March Inspections:

Building: 24 Electrical: 19 Plumbing: 13 HVAC: 07
Electrical Exams: 2

• Fire Department Report for March 2019

<u>Type of Call</u>	<u>Month</u>	<u>1st half of year</u>
General Alarms	08	44
Paid Still Alarms	21	77
Still Alarms	02	17
Total Alarms:	31	138

• Workplace Safety Report for March 2019

There was no workplace incident to report in march. The following report was filed.

Department	Injuries this Month	Year to Date 2019	Total in 2018	Restricted Days 2019	Lost Workdays This Year (2019)	Restricted Days Last Year (2018)	Lost Workdays Last Year (2018)
Parks	0	0	4	0	0	0	0
Fire	0	1	0	0	0	0	0
Police	0	0	3	0	0	0	0
Street	0	0	2	0	0	0	0
Water & Sewer	0	0	4	0	0	80	46
Maint.	0	1	1	14	2	0	0
Other	0	0	0	0	0	0	0
TOTALS	0	2	14	14	2	80	46

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

Unfinished Business and General Orders:

- 1. Works Board Order No. 2019-08:** An Order of the Works Board Accepting and Approving a Local Roads and Bridges Matching Grant Agreement Between the State of Indiana, through its Department of Transportation and the Town of Highland through its Public Works Department (Agency) by its Works Board for Several HMA Overlay

and Pavement Reconstruction Projects (DES#: 1901003), all pursuant to I.C. 8-23-30 et seq.

Councilor Herak moved the passage and adoption of Works Board Order No. 2019-08. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2019-08**

AN ORDER OF THE WORKS BOARD ACCEPTING AND APPROVING A LOCAL ROADS AND BRIDGES MATCHING GRANT AGREEMENT BETWEEN THE STATE OF INDIANA, THROUGH ITS DEPARTMENT OF TRANSPORTATION AND THE TOWN OF HIGHLAND THROUGH ITS PUBLIC WORKS DEPARTMENT (AGENCY) BY ITS WORKS BOARD FOR SEVERAL HMA OVERLAY AND PAVEMENT RECONSTRUCTION PROJECTS (DES#: 1901003), ALL PURSUANT TO I.C. 8-23-30 ET SEQ.

Whereas, The Town of Highland, Department (agency) of Public Works, as part of its public duties, has responsibility for the management and maintenance of the several public ways, highways, local roads and streets throughout the Town of Highland not otherwise under another Department; and,

Whereas, The State of Indiana enacted and authorized a new matching grant program, styled as the Local Roads and Bridges Matching Grants Program, which provides a fifty percent funding match not to exceed one million dollars to local units of government that successfully apply for particular road and bridge projects; and,

Whereas, The Department of Public Works successfully applied to the Local Roads and Bridges Matching Grants Program to support several projects in the total estimated amount of \$1,798,956, with the total maximum grant amount being awarded being **\$899,478**; and

Whereas, The proper officer of the Department of Transportation for the State of Indiana has prepared and presented a Local Roads and Bridges Matching Grant agreements, that sets forth the terms and conditions of the Grant award; and

Whereas, The Public Works Director now wishes to recommend to the Town Council acting as the Works Board, the favorable review and adoption of the proposed agreements; and

Whereas, The Town Council acting as the Works Board now desires to approve, accept, and adopt the proposed agreement presented by the Indiana Department of Transportation (INDOT), which provides for Local Roads and Bridges Matching Grant agreement that would support and provide for the projects listed in Attachment A (DES#:1901003); and

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, as follows:

Section 1. That the proposed agreement, **Local Roads and Bridges Matching Grant Agreement**, attached and incorporated by reference to this Order, presented by the Indiana Department of Transportation (INDOT), which provides State based matching grant funds in the maximum amount of **\$899,478** for HMA Overlay and Pavement Reconstruction projects as herein described in Attachment A, in the Town of Highland, styled as **EDS# A249-19-LG190161, (DES No. 1901003)** is hereby accepted, approved and adopted in every respect;

Section 2. That the Town Council President, and members of the Town Council are hereby authorized to evidence this approval and execute the agreements by their signatures as attested to by the Clerk-Treasurer;

Section 3. That the proper officers of the municipality are hereby authorized to identify and secure such funds of the municipality that may be lawfully expended in order to support the Town of Highland's funding share and implement the provisions and objects of the agreement.

Be it so Ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 8th day of April, 2019, having passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steve Wagner, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

2. **Works Board Order No. 2019-09: An Order of the Works Board Accepting Certain Bids for Road Materials, Supplies, and Services for the Year 2019.**

Councilor Herak moved the passage and adoption of Works Board Order No. 2019-09. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland
BOARD OF WORKS
ORDER OF THE WORKS NO. 2019-09**

An Order of the Works Board Accepting Certain Bids for Road Materials, Supplies, and Services for the Year 2019

Whereas, The Town Council, as the Board of Works of the municipality, has deemed it necessary to solicit bids for road materials, supplies, and services (work) in order to construct, repair, and maintain public ways throughout the Town; and

Whereas, The Town Council, pursuant to §3.05.030 (A)(1) of the HMC, serves as purchasing agency for the Public Works Department; and

Whereas, The Public Works Director, pursuant to §3.05.050(D)(1) of the HMC, serves as the Purchasing Agent for the Public Works Department; and

Whereas, The purchase price exceeds \$15,000.00 and pursuant to §3.05.050(B) of the HMC exceeds the purchase authority of the purchasing agent and requires the express approval of the purchasing agency; and

Whereas, The purchasing agent, pursuant to §3.05.060(H) of the HMC, expected that the purchase, in aggregate, would be more than \$150,000 and invited bids in accordance with Section 31.20(H) of the HMC; and

Whereas, The Public Works Director has prepared bid specifications for the work anticipated for the year 2019 and the work was bid in accordance with §3.05.060(H) of the HMC; and

Whereas, The bids were received at 10:00 a.m. of March 22, 2019 as set forth in the attached exhibit;

Whereas, In evaluating the bids received, the work associated with "maintenance paving", which includes surface milling, tack application, and HAC surface (delivered spread, and rolled), the individual bid items for each component of the work is aggregated into a total cost for the work package in order to determine the lowest responsible and responsive bidder; and

Whereas, The Public Works Director has reviewed the bids and made recommendation for award on the various classes of work based on being the lowest responsive and responsible bids,

Now, Therefore, Be it Ordered, by the Town Council of Highland, Indiana as follows:

Section 1. That the bids for HAC Binder (delivered, spread, and rolled), HAC Surface (delivered, spread, and rolled), Surface Milling, Road Tack, HAC Binder (FOB Plant) and HAC Surface (FOB Plant) are accepted as the lowest responsive and responsible bid as follows:

**Walsh & Kelly, Inc.
1700 East Main Street
Griffith, Indiana 46319**

HAC Binder (delivered, spread, and rolled)	\$55.00 per ton
HAC Surface (delivered, spread, and rolled)	\$68.80 per ton
Surface Milling (0" to 3")	\$2.70 per square yard
Surface Milling (3" to 6")	\$3.50 per square yard
Road Tack	\$3.80 per gal.
HAC Binder (FOB Plant)	\$45.00 per ton
HAC Surface (FOB Plant)	\$52.00 per ton

Section 2. That the bids for Styrelf Fiber Cold Mix and Sand or equal (FOB plant) is accepted as the lowest responsive and responsible bid as follows:

**Rieth-Riley Construction Company, Inc.
7500 West 5th Street
Gary, Indiana 46406**

Styrelf Fiber Cold Mix or Equal (FOB Plant)	\$103.00 per ton
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Sand (delivered) \$12.50 per CY

Section 3. That the bid for Slag (Indiana #53 and #73) (delivered) and Slag (#8 chips) (delivered) and Sand (delivered) and Limestone (Indiana #53 and #73)(delivered) and Limestone #8 (chips)(delivered) is accepted as lowest responsive and responsible bid as follows:

**Olthoff, Inc
1800 E. Joe Orr Rd
Chicago, Illinois 60411**

Slag (Indiana #53 and #73) (delivered) \$13.09 per ton
Slag (#8 chips) (delivered) \$16.39 per ton

**Krooswyk Trucking & Excavating
9731 Indianapolis Boulevard
Highland, Indiana**

Limestone (Indiana #53 and #73) (delivered) \$14.00 per ton
Limestone #8 (chips) (delivered) \$19.90 per ton

Section 4. That the bids for Concrete services Highback Curb (<100LF) and Highback Curb (>100LF) and Rollback Curb (<100LF) and Rollback Curb(>100LF) and 4"sidewalk(<500SF) and 4" Sidewalk (>500SF) and 6" Driveway (SF)

**Coex Inc. Concrete
1050 S. Cline Ave
Scherverville, Indiana 46375**

Highback Curb (<100LF) \$25.00 per LF
Highback Curb (>100LF) \$25.00 per LF
Rollback Curb (<100LF) \$23.50 per LF
Rollback Curb (>100LF) \$23.59 per LF
4" Sidewalk (<500SF) \$6.50 per SF
4" Sidewalk (>500SF) \$6.50 per SF
6" Driveway (SF) \$7.50 per SF

Section 5. The Public Works Director is hereby authorized to execute agreements and all documents necessary to implement the work.

Duly, Passed and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 8th day of April, 2019 having passed by a vote of 4 in favor and 0 opposed.

**Works Board of the Town
Highland, Indiana**

/s/Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk Treasurer (IC 33-42-4-1; IC 36-5-6-5)

Exhibit A:

2019 Bids for Road Materials and Services							
Total Price per 100 SY of Typical Street Resurfacing							
Item	Description	Qty	Units	Walsh & Kelly, Inc.		Rieth-Riley Construction Co., Inc.	
				Unit Price	Total Amount	Unit Price	Total Amount
2	HAC Surface	8.25	Tons	\$ 68.80	\$ 567.60	\$ 58.50	\$ 482.63
3	Road Tack	7.00	Gallons	\$ 3.80	\$ 26.60	\$ 9.85	\$ 68.95
12	Surface Milling (0" to 3")	100.00	SY	\$ 2.00	\$ 200.00	\$ 2.75	\$ 275.00
				Total	\$ 794.20	Total	\$ 826.58

Typical Street Resurfacing: 1.5" Thick Surface Milling, Road Tack applied at rate of 0.07 Gal/SY, and 1.5" Thick HAC Surface (165 LB/SY)

Exhibit B

		Total Activity		Activity		Total Cost HMC		Total Cost Trk		Aggregate Cost		\$/SY	
Year	Area (SY)	Unit cost	Surface Milling	Tonnage	Unit Cost	Surface	Volume (cu)	Unit cost	Total Cost	Aggregate Cost	\$/SY		
2018	WK	28595	\$ 2.00	\$59,190.00	HMC Surface	2306.36	\$ 68.60	\$ 158,216.30	Trck	1,859.00	\$ 3.80	\$ 7,064.20	\$ 8.24
	RR	26505	\$ 2.75	\$72,888.75	HMC Surface	2306.36	\$ 58.50	\$ 134,972.06	Trck	1,859.00	\$ 9.85	\$ 18,311.15	\$ 8.53
2018	WK	6981	\$ 2.00	\$13,962.00	HMC Surface	663	\$ 68.60	\$ 45,481.80	Trck	520.00	\$ 3.80	\$ 1,976.00	\$ 8.80
	RR	6981	\$ 2.75	\$19,197.75	HMC Surface	663	\$ 58.50	\$ 38,785.50	Trck	520.00	\$ 9.85	\$ 5,122.00	\$ 9.04
2017	WK	3419	\$ 2.00	\$6,838.00	HMC Surface	325.37	\$ 68.60	\$ 22,320.38	Trck	250.00	\$ 3.80	\$ 950.00	\$ 8.81
	RR	3419	\$ 2.75	\$9,402.25	HMC Surface	325.37	\$ 58.50	\$ 19,034.15	Trck	250.00	\$ 9.85	\$ 2,462.50	\$ 9.04
2017	WK	10113	\$ 2.00	\$20,226.00	HMC Surface	941.03	\$ 68.60	\$ 64,554.66	Trck	705.00	\$ 3.80	\$ 2,679.00	\$ 8.65
	RR	10113	\$ 2.75	\$27,810.75	HMC Surface	941.03	\$ 58.50	\$ 55,050.26	Trck	705.00	\$ 9.85	\$ 6,944.25	\$ 8.88
2017	WK	18253	\$ 2.00	\$36,506.00	HMC Surface	1675.55	\$ 68.60	\$ 114,942.23	Trck	1,095.00	\$ 3.80	\$ 4,161.00	\$ 8.53
	RR	18253	\$ 2.75	\$50,193.75	HMC Surface	1675.55	\$ 58.50	\$ 98,019.88	Trck	1,095.00	\$ 9.85	\$ 10,785.75	\$ 8.71
		65,271.00							4,429.00			\$ 552,888.07	\$ 8.47
		65,271.00							4,429.00			\$ 568,932.54	\$ 8.72
Engineered Calculation													
WK	1172	100,000.00	\$ 2.00	\$200,000.00		8833.33	\$ 68.60	\$ 601,666.67		6,785.56	\$ 3.80	\$ 25,785.11	\$ 7.97
RR	1172	100,000.00	\$ 2.75	\$275,000.00		8833.33	\$ 58.50	\$ 487,500.00		6,785.56	\$ 9.85	\$ 66,837.72	\$ 8.29
WK	1376	100,000.00	\$ 2.00	\$200,000.00		9722.22	\$ 68.60	\$ 666,944.44		6,785.56	\$ 3.80	\$ 25,785.11	\$ 8.93
RR	1376	100,000.00	\$ 2.75	\$275,000.00		9722.22	\$ 58.50	\$ 568,750.00		6,785.56	\$ 9.85	\$ 66,837.72	\$ 9.11
WK	27	100,000.00	\$ 2.00	\$200,000.00		11111.11	\$ 68.60	\$ 762,222.22		6,785.56	\$ 3.80	\$ 25,785.11	\$ 9.88
RR	27	100,000.00	\$ 2.75	\$275,000.00		11111.11	\$ 58.50	\$ 650,000.00		6,785.56	\$ 9.85	\$ 66,837.72	\$ 9.92

3. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to receive views from the public regarding an application to be filed by the Town and the uses for its Community Development Block Grant (CDBG) funds, *and to further authorize a special meeting at which the hearing can be conducted.*

Councilor Herak moved that the proper officer be authorized as indicated to publish legal notice of a public hearing to consider proposed uses of community development block grant funds and to publish ordinary notice of the special meeting of the Town Council. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The authorization was granted to the proper officer to publish proper notice of a public hearing to consider proposed uses of community development block grant funds and to publish ordinary notice for a special meeting.

Comments or Remarks from the Town Council:
(For the Good of the Order)

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • IT Liaison • Liaison to the Board of Waterworks Directors • Liaison to the Community Events Commission.*

Councilor Zemen acknowledged the Building Commissioner who offered a survey of the Plan Commission matters that were pending.

Councilor Dan Vassar: *Liaison to the Park and Recreation Board.*

Councilor Vassar acknowledged the Parks and Recreation Superintendent who reported the imminent opening of Adult Softball Season and that soccer was underway.

With leave from the Town Council, Councilor Vassar engaged in a colloquy with the Parks and Recreation Superintendent regarding summer temporary workers and whether the numbers of applicants were sufficient.

Councilor Vassar also shared that Circle Buick/GMC will be making a donation to the Highland Police Department for each vehicle it sells in the Month of May. In addition, each car sold in the Month of May, will make a donation to the Highland Police Department.

- **Councilor Mark Herak:** *Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Town Board of Metropolitan Police Commissioners, Liaison.*

Councilor Herak acknowledged the Fire Chief who reported on a recently reported news account of the department's rescue of a dog who was stuck beneath a bridge in Highland.

Councilor Herak acknowledged the Public Works Director who reported on projects being authorized by the Board of Waterworks Directors. With leave from the Town Council, there was a further colloquy regarding the progress of NIPSCO and its work at the site near the Post Office on Kennedy Avenue and along Laporte Street. The colloquy included a concern regarding whether the grass areas and sidewalks affected by the construction would be restored.

- **Councilor Konnie Kuiper:** *Fire Department, Liaison • Chamber of Commerce Co-Liaison.*

Councilor Kuiper was not present.

- **Councilor President Steve Wagner:** *Town Executive • Chair of the Board of Police Pension Trustees • Advisory Board of Zoning Appeals Liaison.*

The Council President acknowledged the Building Commissioner who offered a survey of matters pending before the Advisory Board of Zoning Appeals.

The Town Council President commended the workforce for its safe work report for the month of March.

Comments from Visitors or Residents:

1. Mr. Timothy Carlton, owner of 8804 Kennedy Avenue, Highland, asked about progress by the Town of Highland regarding its response to the condition of the retaining wall that borders parts of his property and its increasingly hazardous condition. *(This matter was first reported to the Town Council during its study session convened August 3, 2015. At that time Terry Hodnik, P.E. of NIES Engineers noted that the bids returned from the solicitation for repairing the*

retaining wall produced a cost of \$138,098. At that time the Public Works Director and Mr. Hodnik suggested that owing to the great cost of the repair, it may be less costly to purchase the property, raze the existing house and grade the parcel so as to eliminate the need for the wall altogether. It was noted that at that meeting the Public Works Director was instructed to seek appraisals for the property and report back to the Town Council. At the Study Session of March 21, 2016, the Public Works Director reported the preliminary results of the appraisals, noting that the average was approximately \$98,000. At that time the Town Council indicated it was not ready to move forward with a purchase and required more time for deliberation. At its study session of November 21, 2016 the Town Council stated it would review the initial appraisals. It further sought estimate of the damages from Mr. Carlton.)

Mr. Carlton indicated that the house continues to exhibit damage from the deterioration of the retaining wall. Mr. Carlton indicated his willingness to sell the property.

The Town Council President asked the Public Works Director to follow-up with Mr. Carlton and report back to the Town Council regarding the matter.

2. Analise Castro, 8403 Cottage Grove Place, Highland, asked that the Town Council consider making Highland a “welcoming community”, do greater community intervention to promote Highland as a “welcoming community”, and support a community block party.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period March 26, 2019 through April 08, 2019. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$321,676.72; Motor Vehicle Highway and Street (MVH) Fund, \$28,613.16; Law Enforcement Continuing Education and Training and Supply Fund, \$1,438.96; Flexible Spending Account Agency Fund, \$1,224.36; Insurance Agency Fund, \$282,929.52; Information Communications Technology Fund, \$17,924.16; Police Pension Fund, \$69,655.68; Municipal Cumulative Capital Development Fund, \$1,599.47; Traffic Violations and Law Enforcement Agency Fund, \$500.00; Gaming Revenue Sharing Fund, \$2,019.59; Economic Development LIT Fund, \$2,228.87; Total: \$729,810.49.

Adjournment of Plenary Meeting. Councilor Vassar moved that the plenary meeting be adjourned. Councilor Zemen seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, April 08, 2019 was adjourned at 7:36 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer

Approved by the Town Council at its meeting of _____, 2019.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer